

Board of Directors
COMMUNITY LIVING ALLIANCE
Executive Summary

Date: January 22, 2018

Location: Community Living Alliance Conference Line

Presiding: John Gardner

Board Members Present	Gardner, Dannenberg, Stringer, Deist, Schmidt
Guests	Todd Costello, Executive Director; Pam Thewis, Executive Assistant; Amaya Bruce-Allington, Service Coordinator Intern
Absent	Foxgrover
Recorded by:	Thewis

John Gardner called the meeting to order at 4:43 p.m.

Announcements

Welcome to a guest observer and new board member. Mr. Costello announced that CLA will be trained as a Trauma Informed Care organization in 2018. The Board accepted the resignation of Kate Schilling. The Vice-President position was discussed. Terri Deist accepted a nomination to act as Vice-President.

Approval of Minutes

Minutes and Executive Summary from the October 24 and December 19, 2017 meeting were unanimously approved.

Conflict of Interest Review and Presentation

Mr. Costello presented on the importance of the Board and its role to disclose any potential conflict of interest.

Executive Report

Mr. Costello shared an overview of the Executive Director Report by emphasizing the following:

- CLA's financial audit has been initiated. Ms. Deist and Mr. Gardner agreed to act as the Boards audit review team.
- CLA has received an IRS notification of an Employer Shared Responsibility Payment amount due for tax year 2015. The HR department is looking into this notification and a more detailed report will be given in February.
- The CIP department will complete its sunset the end of April, 2018.
- CLA has successfully executed agreements with multiple supportive living residential homes to assist with the billing services.
- Multiple new lines of business are being evaluated.
- CLA's 403(b) retirement plan continues to grow.

Fundraiser

This year's presentation and other items were discussed. Ms. Deist announced that she will be part of a Dane Buy Local TV interview focusing on CLA's fundraiser.

Board member Recruitment

Additional members may be recruited to join the board in July or September 2018.

Adjourn

The Meeting was adjourned at 6:55 p.m.